

MINUTES OF THE GENERAL MEETING OF THE BIGFORK COUNTY WATER AND SEWER DISTRICT

The General meeting of the Bigfork County Water and Sewer District was held on July 15, 2020 at the District office. President Lloyd Ross presided.

ATTENDEES:

Directors: Gene Helberg, Tom Cahill, Lloyd Ross,
District Employees: Julie Spencer, Mimi Wildeman,
Engineering: Jeff Cicon P.E, Morrison Maierle
Public: None

Pledge of Allegiance

READ AND APPROVE MINUTES:

The minutes of the June 10, 2020 General Board Meeting were reviewed for approval Cahill made a motion to approve the minutes Helberg seconded and it was unanimously.

RESOLVED, That the minutes of the May Board Meeting be approved as submitted

CONSENT AGENDA

Ross asked for discussion, no further discussion Cahill made a motion to approve, Helberg seconded, it was unanimously.

RESOLVED, That the Consent Agenda be approved

READ AND APPROVE AGENDA

Ross asked for discussion, no further discussion Cahill made a motion to Add **Woods Bay to New Business** approve, Helberg seconded, it was unanimously.

RESOLVED, That the Add **Woods Bay to New Business** be approved

OLD BUSINESS

Operations Report- Ross asked for discussion. Cahill made a motion to approve the Operators Report, Helberg seconded, and it was unanimously.

RESOLVED, That the Operators Report be approved as submitted

Engineering update, Jeff Cicon

Water System

- **Task Order #37: Water Tank and Transmission Line Project:**

- Bids were opened for the Standpipe Rehabilitation on June 30. A total of six contractors submitted bids. Morrison-Maierle is recommending the District award the project to Maguire Iron, Inc. as outlined in the attached memorandum.

Action Item: Resolution to Award the Standpipe Rehabilitation Project. The Board has the following options:

1. *Award to Maguire Iron, Inc. for the Base Bid plus Additive Alternate A in the amount of \$212,750.*
 2. *Award to Maguire Iron, Inc. for the Base Bid in the amount of \$206,250.*
 3. *Other as recommended by the Board.*
- The Geotechnical Report has been completed by Terracon Consultants. The report was forwarded to the tank supplier to prepare preliminary drawings.
 - The field work for the topographic survey is complete. The District assisted our survey crews measure the overflow elevation of the existing Windsor Tank.
 - We have completed a preliminary design Transmission Main and drain line portion of the project but need the tank site design to proceed. MDT has been contacted about the project since there will be two crossings of Highway 35 (one for the 16" transmission main and the other for the drain line).
 - We have started preliminary access road and site grading design of the tank site based on the tank supplier's drawings. We are anticipating a 30% design review meeting in the next month or so.

Ross asked for discussion. Cahill made a motion to approve the Award to Maguire Iron, Inc. for the Base Bid plus Additive Alternate A in the amount of \$212,750; Helberg seconded, and it was unanimously.

RESOLVED, That the Award to Maguire Iron, Inc. for the Base Bid plus Additive Alternate A in the amount of \$212,750 be approved as submitted

Wastewater System

Task Order #36: Bay Sewer Replacement Project

- We are nearing completion of the necessary easements. All of the necessary property owners have agreed verbally to the easement, but some haven't signed. There are three easements that we have not been able to get signature, but these are not necessary for the project to proceed. We are working with Bond Council on how to proceed with these properties.
- Our response to MDEQ comments will be submitted this week.
- We are currently evaluating the bidding climate for bidding the project over the next month or so and will have more details at the board meeting.

Development Review

- The Settlement Subdivision – Julie provided an approval letter for this project, contingent on the project receiving approval from MDEQ and completion of the electrical design for the lift station.
- Saddlehorn No. 11 – Julie provided an approval letter for this project. It is unknown when they intend to start construction.

Bigfork Fire Department Agreement- Ross asked for discussion, it was noted that BFFD had blown off more hydrants than was reported. They have a website that the District can go on to see what ones have been completed. Spencer will be sending a letter regarding rectify the lack of completing the yearly quota.

NEW BUSINESS-

Woods Bay Water District- Spencer gave an update on where we are at with the agreement with Woods Bay Water & Sewer District, after discussion it was decided that we will need to have a contract in place by the end of July. Spencer will contact Mark Laglois Woods Bay President and let them know.

COMMITTEE REPORTS

Annexation, Main Extensions & Construction Helberg & Cahill

Purchase of Additional CD Investment –..... Price & Ross

- FDIC Investments- follow Auditors recommendation

Employee Insurance, Compensation & Certification & Safety Helberg & Keenan

- Review of Employee Handbook – Mimi will extract what will pertain to our District and resend for review.

Pretreatment Regulations Cahill & Price

Budget & Rate Structure Helberg & Ross

- Helberg and Ross need to get with Spencer to discuss final Budget to bring to the Board at the August 12th, 2020 meeting.

Rules & Regulations Cahill & Price

- *Rules and Regulations* - on going needs to include Engineer Review Fees and Place of Use filing fees etc.

Farmland..... Helberg, Cahill

- Helberg stated, granaries are in final stages and will be completed in a couple weeks. All crops are doing well, the Control Box on one of the wells is having issues, parts are ordered and should be back online by the end of the week.

COMMUNICATIONS

ADJOURNMENT

Ross called for a motion to adjourn and go into Executive. Keenan moved, Helberg seconded, and it was unanimously

RESOLVED that the public meeting be adjourned at 9:30 a.m.

Ross called for a motion to re-open public meeting. Cahill moved to re-open, it was decided that we will set up Zoom Meetings and all future meetings will be held this way until further notice and adjourn, Helberg seconded, and it was unanimously

RESOLVED that the public meeting be adjourned at 9:45 a.m and that all future meetings will be held on Zoom.

Secretary, Mimi Wildeman

Minutes approved by:

President Lloyd Ross